

ENVIRONMENTAL HEALTH SPECIALISTS

BOARD MEETING

October 24, 2001

Roll Call: Barry Burnell, Chairman
Jean Hughes
Bob Erickson

Also Present: Rayola Jacobsen, Bureau Chief
Budd Hetrick, Jr., Deputy Bureau Chief
Dee Ann Randall, Administrative Secretary
Marcie McGinty, Bureau Continuing Education Secretary

The Board members met the examination candidates at 9:20 a.m.

Chairman Barry Burnell called the meeting to order at 9:30 a.m.

Moved by Jean Hughes, seconded by Bob Erickson and carried that the minutes of the March 13, 2001 board meeting be approved.

Moved by Bob Erickson, seconded by Jean Hughes and carried that the minutes of the June 13, 2001 conference call be approved.

BUREAU STAFF

Mr. Hetrick introduced Rayola Jacobsen the Bureau Chief. Ms. Jacobsen informed the Board that she has reviewed their proposed law changes and that the Bureau will do their best to present these changes to the legislature.

The proposed law changes were reviewed and any questions or concerns were addressed. When the proposed legislation has been assigned a bill number Ms. Randall will notify the board members and also inform them of the web page they can go to and track the progress of the bill.

Mr. Hetrick informed the Board that a current financial report was not available. Upon completion of the individual Board budgets, an up-to-date financial report will be prepared and mailed to the board members, along with the new contract. A conference call will be scheduled at that time for discussion.

The Board did review the financial report for FY2001. As of June 30, 2001 the board's cash balance was \$-2169.23.

CONTINUING EDUCATION

Marcie McGinty met with the Board to review those licensees audited for meeting the continuing education requirement. Six (6) licensees were randomly audited, only two (2) of those renewed their licenses. Of those two (2), one was approved and the other licensee will be required to submit, within thirty (30) days, documentation of meeting the 24 hour continuing education requirement for the last two (2) years. The Board will accept agendas for documentation.

EXECUTIVE SESSION

Moved by Jean Hughes, seconded by Bob Erickson and carried the Board go into executive session to discuss personnel matters at 1:35 p.m.

Moved by Bob Erickson, seconded by Jean Hughes and carried the Board comes out of executive session at 1:40 p.m.

Moved by Jean Hughes, seconded by Bob Erickson and carried that the Board directs the Bureau to contact Angela Markham, EHS-286, by telephone and follow with a letter informing her to return her renewal application along with the \$60.00 renewal fee and documentation of meeting the two year continuing education requirement. As there is no record as to why her renewal application and fee were returned to her in June, 2001, the Board is considering her license as not being cancelled and therefore the \$25.00 reinstatement fee is not required for the issuance of her license.

The Board requested that they be provided with a list of those licenses cancelled in July 2002, at their October 2002 board meeting.

NEHA EXAM REPORT

The Board reviewed correspondence received from NEHA. NEHA will begin sending individual as well as group strength/weakness reports to their state examination agencies as of August 1, 2001. These reports will give a summary of examinees' performance in each of the subject areas covered in the exam. It will show both the areas examinees did well in and those in which they did not. These reports are being provided to help the examining agency assess the performance of their respective programs. The Board stated that they will review these reports at their next meeting prior to the reports being sent to the examinees.

REVIEW FILES

The following environmental health specialist trainees licenses have been issued:

Patrick L. Guzzle	EHST-310
Joshua M. Kriz	EHST-311

STATUS OF THE BOARD

The Board reviewed the financial status of the board, and requested that the Bureau begin proceedings to repeal the Environmental Health Specialist licensure act.

The Board requested that a conference call be scheduled for November 7, 2001 to discuss a timeline and the necessary steps for the Board to exit from the Bureau.

Moved by Bob Erickson and seconded by Jean Hughes to adjourn the meeting at 3:00 p.m.

Approved 3/12/02